

City of West Lafayette, Indiana  
Board of Public Works and Safety  
MINUTES

October 18, 2016  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Brooke E. Folkers, Jason D. Huber, and Thomas J. Kent. Bradley L. Cohen was absent. Clerk Sana G. Booker presided.

1. APPROVAL OF MINUTES

a. October 11, 2016, Meeting

Ms. Folkers moved to accept the minutes of the October 11, 2016, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Quote Opening: Asphalt Roller Compactor – Street

Street Commissioner Payne stated that these quotes are for a new asphalt roller compactor for the Street Department. He explained that the Department will be replacing a 1990s case roller.

Corporation Counsel Burns opened the quotes and read them aloud:

Company	Amount of Quote
RPM Machinery, LLC	\$33,300.00
West Side Tractor Sales	\$31,232.00

Counsel Burns stated that the bids were delivered on time.

Ms. Folkers moved to take the quotes for the asphalt compactor under advisement. Mr. Kent seconded the motion.

Mr. Kent confirmed with Commissioner Payne that the quotes were for a new asphalt roller compactor rather than a refurbished one.

The motion was adopted.

b. Proposal Opening: Kingston Trail Project – Engineering

City Engineering Garrison explained that the Kingston Trail Project will connect the Wabash Heritage Trail, which goes into Happy Hollow Park, at the corner of Rose Street and Kingston Drive. This will take the trail past the Happy Hollow School and connect to Salisbury Street. Mr. Garrison stated that this is a Local Public Agency (LPA) funded project, and it will have Federal money available to go towards the inspection.

Corporation Counsel Burns opened the proposals and read them aloud:

- PCS Engineers – Parsons Cunningham & Shartle Engineers

- Parsons Brinkerhoff
- Michael Baker International, Inc.

Corporation Burns noted that the Michael Baker International, Inc. proposal appeared to have the Fed-Ex box opened, to which City Engineer Garrison responded that he was present when the incident happened. Mr. Garrison stated that when the box arrived at the office the previous day it did not have any noticeable markings to identify the contents. Upon opening the box they realized it was a proposal. They then placed it directly back in the box and did not review the contents.

Mr. Kent moved to take the proposals for the Kingston Trail Project under advisement. Mr. Huber seconded the motion.

The motion was adopted.

c. Approval: Innovation Place Apartments (IPA) Project – Temporary Parking – Engineering

City Engineering Garrison requested approval for a temporary parking for the Innovation Place Apartments (IPA) that is being constructed by Purdue Research Foundation (PRF). Mr. Garrison stated that the IPA Project is still in the initial design phase, but they will need to remove an asphalt parking lot in order to place a new one. This will displace parking spaces that are currently being used by another building. A temporary gravel parking lot is being placed until the final plan is constructed of the entire area, at which time it will be decided on where the parking places will be located. Mr. Garrison stated that the temporary parking lot will not be for more than three years, at which time if the relocation of the parking spaces is not set they will asphalt the lot. The City Code does not allow gravel parking lots, but since this is considered a temporary measure with a permanent plan in place Mr. Garrison is recommending that the Board approves this item.

Director of Development Carlson stated that this parking lot is not for the IPA that are being built. This parking lot is for the Birch Nanotechnology Center, which is Purdue property. Due to some of the work that is having to be done they are having to get rid of some of the property.

Mr. Huber moved that the temporary parking for the Innovation Place Apartments Project be approved. Mr. Kent seconded the motion.

The motion was adopted.

d. Consent to Assignment: Grant of Easements – Fuse Building (720 Northwestern Avenue) – Madison Loft, LLC – Engineering

City Engineering Garrison requested approval of the consent to assignment for the Fuse Building located at 720 Northwestern Avenue. Mr. Garrison stated that there will be a change of ownership for the Fuse Building. When the original building was constructed there was some shared street area, which is a public right-of-way that is being used as parking. An agreement was made with the original owners to be able to use that space as well as maintain it. This consent changes that agreement over to the new owners.

Ms. Folkers moved that the consent to assignment be approved. Mr. Huber seconded the motion.

The motion was adopted.

e. Certification: Eligibility List for Applicants to the West Lafayette Police Department – Police Merit Commission

Police Captain Sparger explained that a few times a year the Department conducts tests for police officer candidate positions. The potential officers will go through background investigations, polygraphs, and agility tests. Once the process is completed, the scores and names are then sent to Corporation Counsel Burns' office. They will then compute the scores and place them on an eligibility list. By Merit law, it is required that the Board of Works validates the list. When positions become available, the Chief can select candidates to go in front of the Police Merit Commission (PMC) for approval.

Corporation Counsel Burns stated that the PMC met on October 17, 2016, and certified a list, which is in a sealed envelope. Counsel Burns stated the list will be held in the Clerk Department, which is not public record. \*The list will be kept in the Human Resource Department.

Mr. Kent moved that the Certification of Eligibility List for Applicants to the West Lafayette Police Department be approved. Mr. Huber seconded the motion.

The motion was adopted.

f. Elevation: First Class Officer – Octavio D. Gaeta – Police

Police Captain Sparger requested approval to elevate Second Class Officer Octavio D. Gaeta to First Class Officer, effective October 29, 2016. Officer Gaeta's new bi-weekly salary will be \$2,221.38, which includes a \$0.50 shift differential.

Ms. Folkers moved that the elevation for Octavio D. Gaeta to First Class Officer be approved. Mr. Kent seconded the motion.

The motion was adopted.

g. Contract: Employee Assistance Program – Willowstone Family Service – Human Resources

Human Resources Director Foster requested approval of the Employee Assistance Program Contract with Willowstone Family Service. Director Foster stated that the Board first approved an Employee Assistance Program with Willowstone in 2005. She stated that this contract has only been to the Board one time since then for renewal. She explained that Willowstone has a new Executive Director who is in the process of updating all of their contracts. Director Foster stated that this program is a valuable service provided to the City's employees. We have seen more utilization of the program, which is extremely beneficial.

Mr. Huber moved that the Employee Assistance Program Contract with Willowstone Family Service be approved. Mr. Kent seconded the motion.

The motion was adopted.

h. Street Closure: Russell Street – Purdue Police

Purdue Police Cox requested approval to make the curb on the west side of Russell Street between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street yellow. Chief Cox stated that there is a major cross walk at 2<sup>nd</sup> Street. He explained that it has almost become a mid-block type of crossing, due to there not being a through street off of 2<sup>nd</sup> Street. The area becomes extremely congested with buses traveling in both directions and the students crossing from the

Honor's College. Chief Cox emphasized that their top priority is the safety of all the pedestrians who use the major cross walk.

Mr. Kent moved that the street closure for Russell Street be approved. Mr. Huber seconded the motion.

Mr. Kent asked if there have been any incidents on this section of the street, to which Chief Cox said no. He noted with all of the congestion right now it is a dangerous situation.

The motion was adopted.

i. Claims

- |      |           |                |
|------|-----------|----------------|
| i.   | AP Docket | \$2,784,202.25 |
| ii.  | AP Docket | \$328,355.76   |
| iii. | PR Docket | \$637,914.02   |

Mr. Huber moved that the claims be approved. Mr. Kent seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

j. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Controller

There were no questions or comments about the listing.

iii. Park Board Dockets

There were no questions or comments about the listing.

iv. Purchasing Card Transactions

There were no questions or comments about the listing.

k. Other Items

► Police Captain Sparger stated that the Purdue Marathon will be on Saturday, October 22, 2016. He stated that there will be significant street closures south of Lindberg Road between the hours of 8:00 a.m. and 12:00 p.m.

► City Engineer Garrison stated that the Happy Hollow Project is continuing to move along. A significant amount of curb work has been completed. He will find out when they plan to mobilize in order to begin the asphalt work later today. The projected date to reopen is still on schedule for mid-November. Mr. Garrison stated that the CSO Project is also moving along well and on schedule. The projected date to reopen River Road is the weekend before Thanksgiving.

► Purdue Police Chief Cox thanked the Board for the opportunity to be a part of the meeting. He thanked Police Chief Dombkowski, Police Captain Sparger, and the rest of the West Lafayette Police Department for their support while they have been understaffed. Purdue's next home football game is October 29, 2016, against Penn State. Chief Cox noted that the barricades that the Street Department puts up for these events play a vital role in keeping everyone safe. He expressed his gratitude to Street Commissioner Payne and the rest of the Street Department.

3. ADJOURNMENT

There being no further business to come before the Board, Ms. Folkers moved that the meeting be adjourned, and Clerk Booker adjourned the meeting.